

JOB POSTING

**Connecticut Mental Health Center
Clinical Social Worker - Bilingual Spanish Speaking– CM106972
Open to the Public**

PLEASE NOTE: The location, fax number and e-mail information to send responses to postings has changed. Responses to postings must be sent to the facility where the vacancy exists; therefore, it is important to follow the specific application instructions at the bottom of this posting.

Location: 34 Park Street, New Haven, CT 06519

Program/Unit: CMHC-Hispanic Clinic

Shift/Schedule/Hours: 1st Shift / Monday - Friday / 9:00 AM – 4:30 PM

Salary: Salary Range as of July 1, 2014 - \$61,971.00 to \$83,747.00

Posting Date: Thursday June 26, 2014

Closing Date: Wednesday July 2, 2014

Duties may include but not limited to: This bi-lingual licensed Clinical Social Worker will participate as an active member of an interdisciplinary treatment team; responsible for the care of mono-lingual Hispanic adults. Will perform the following duties: (a) telephone and walk-in screenings to determine eligibility for services and/or service needs; (b) utilize interviewing and assessment skills to gather developmental, social, clinical, and legal history for the purpose of evaluation, treatment, and disposition planning for assigned clients. Assessment may involve interviewing a client's family, significant others, and/or other service providers; (c) carry a case load and provide ongoing skilled therapeutic contacts with assigned clients via individual, family and/or group treatment (d) participate in crisis intervention and home visits as needed (e) develop considerable knowledge regarding the types of services and resources available in the community and assist clients to access and utilize needed services and resources to facilitate treatment and disposition planning; (f) attend all clinical rounds and treatment planning meetings; (g) routinely review work with a supervisor and/or other appropriate staff to ensure quality of care; (h) seek consultation when needed; (i) ensure that all clinical documentation is completed in a thorough and timely manner, in accordance with CMHC guidelines and the guidelines established by outside regulatory organizations; (j) coordinate and chair treatment/service planning meetings as indicated, in order to facilitate well-coordinated treatment and/or transition plans with other community providers; (k) attend a minimum of 15 hours of NASW approved continuing education credits per year, in order to meet annual licensure requirements; (m) work with colleagues to assure adequate clinical coverage in the event of staff absences due to illness or vacation, and when needed to facilitate staff development needs or the management of crises, (n) participate in committees or work groups as assigned and (o) accept other, related duties as assigned. The successful candidate will have experience in the provision of outpatient behavioral health services, in Spanish

General Experience and Training: Licensure as a clinical social worker in the State of Connecticut.

Special Requirements: Must be Bi-lingual Spanish speaking Must possess and retain a current motor vehicle operator's license. Travel required. Incumbents in this class must possess and retain a license to practice clinical social work pursuant to Sec. 20-195 (m) through (r) of the Connecticut General Statutes.

Eligibility Requirement: State employees currently holding the above title or those who have previously attained permanent status or candidates who possess the general and special experience and training may apply.

Note: Applicants will be selected in accordance with reemployment, SEBAC, transfer, promotion, collective bargaining unit contract language, merit employment lists and DMHAS affirmative action goals. Therefore, State employees will generally be considered before applicants from outside State service.

Application Instructions: Due to the large number of lateral transfer forms and applications received, it is extremely important to note the **Position Number (found on the posting)** on the DMHAS Lateral Transfer Request Form (**upper right-hand corner**) and at the bottom of Page One of the State of Connecticut Application for Examination or Employment (CT-HR-12)

To be considered for this position:

1. **DMHAS employees who are lateral transfer candidates** (example: CSW applying to a CSW posting) must submit a completed DMHAS Lateral Transfer Form. Lateral Transfer Request Forms received without a position number will not be processed
2. **DMHAS employees who are promotional/demotional candidates** must submit the State of Connecticut Application for Examination and Employment (CT-HR-12). The position number must be noted at the bottom of Page One of the State of Connecticut Application (CT-HR-12).
3. **All other applicants** must complete a State Employment Application for Examination and Employment (CT-HR-12). Resumes and Curriculum Vitae can be provided as supplemental information but will only be accepted if attached to a fully completed application.

PLEASE SEND APPLICATIONS TO:
DMHAS – Connecticut Mental Health Center
ATTN: Donna Zwilling, Human Resources Assistant, Fax: (203) 974-7637
34 Park Street, New Haven, CT 06519
Email : donna.zwilling@ct.gov

The DMHAS Lateral Transfer Request Form, State of Connecticut Application for Examination or Employment (CT-HR-12) and postings can be found on the DAS website at <http://www.das.ct.gov/cr1.aspx?page=13>

AN AFFIRMATIVE ACTION/EQUAL OPPORTUNITY EMPLOYER

The State of Connecticut and the Department of Mental Health and Addiction Services are equal opportunity/affirmative action employers. Women, minorities' persons with disabilities and in recovery are encouraged to apply. **(P-1)**